

COMMISSIONERS APPROVAL

GRANDSTAFF

ROKOSCH

THOMPSON

CHILCOTT 

DRISCOLL 

PLETTENBERG (Clerk & Recorder)

Date.....January 25, 2008

Members Present.....Commissioner Carlotta Grandstaff, Commissioner Jim Rokosch, Commissioner Alan Thompson, Commissioner Greg Chilcott and Commissioner Kathleen Driscoll.

Minutes: Glenda Wiles

The Board met with Clarion Associates and PPRI along with members of other municipalities for an update on the planning process for zoning and to start some dialogue between the needs of the county and the municipalities.

Present were City of Stevensville Counsel Member Ben Longbottom, Pinesdale Mayor Rocky Weidow, Hamilton Mayor Jessica Randazzo, Members of the Planning Staff and Planning Board, Planning Director Karen Hughes and County Attorney George Corn.

Chris Dverkson of Clarion began by introducing himself and Matt McKinney of the University of Montana. He indicated they are present for the next few days in order to meet with various groups and individuals about the planning issues. He stated they would like to start today's meeting in a roundtable dialogue in regard to the zoning process. He stated it is important that the county work with the various municipalities because "growth knows no boundaries".

Matt gave a Ravalli County baseline zoning project schedule (**see attached**). Matt noted there are two parallel tracks or efforts going on; one is the regulations that the Land Use Subcommittee has been working on as well as the mapping process.

Mayor Jessica Randazzo shared some of her concerns. She thanked the Commissioners for allowing the City to participate in this process. She stated the City has interest in what happens right outside of the jurisdictional boundaries. She asked how they could give input about the city's zoning map and other developmental interest that would have an impact on water, annexation etc. Chris asked Jessica how the City would like to have

input. She stated they do not want to miss anything and she is happy to have verbal dialog along with written correspondence. She introduced Land Hanson (who deals with Zoning Regulations, and is a member of their Planning Staff). Matt stated it would be nice to have a key liaison person with the City. Jessica agreed Land could be that contact person.

Ben stated they would like some compatibility between the city and county jurisdiction in regard to development. He addressed the extended zoning areas around the Town and noted a good example of development in their extended zoning area of 2 to 3 acre residential lots. He expressed concern about annexing this size of lots and then bringing them into city compliance. He also expressed concern about the lack of SID's and the developer's right to waive annexation and SID's. Ben stated the Town Council has good communication and cooperation with the County Planning Staff. He also noted there is nothing in this draft that addresses the urban interface; particularly fire safety concerns.

Karen stated there is an urban subcommittee addressing the urban interface at the state level. However, there is nothing that would preclude the county and cities to address these development patterns and urban interface patterns.

Rocky stated he had nothing to add at this time.

Commissioner Grandstaff stated her concern in regard to the City of Hamilton. She has been under the impression that the County plan is to grow to the east, but she is now learning the city is looking at annexing lands also to the south. She also expressed concern about the legal parameters the City and County work within. She appreciates the cooperation with the municipalities but asked what those legal restraints are. Her conversations with City Officials have been casual thus far and she would like better and more thorough information on how they can work together. She also expressed concern about planning in the urban interface; i.e. Pinesdale almost burning to the ground in 2000. In regard to communication, she knows that many people do not have even a vague idea about this zoning process, thus there could be overwhelming opposition to this zoning process. She stated the individual CPC's know their district, but they don't know how to get the word out to the people.

Matt stated they are addressing this issue with Karen. He agreed this is a huge issue and they need to be proactive in this regard. He also felt the CPC's are a good way to reach the citizens.

Chris stated they can do more, but a lot of the information will be forthcoming as they move through the project schedule.

Commissioner Driscoll stated she was on the radio this morning addressing the public workshop that is going on tomorrow. There were five other events going on in the area tomorrow. So many people are doing other things. She also noted there are a lot of people who don't say anything, each community being independent and different from

each other. She stated as the pockets of population develop, it is important to reach these people. Particularly those that might be annexed into a municipality.

Mayor Randazzo stated the highway has a tendency to split the City of Hamilton particularly as the town grows to the east.

Commissioner Thompson thanked the municipalities for participating. He stated as they look at planning and development they all agree that growth should occur next to the density areas due to the infrastructure and services. Streets, waste disposal etc. are important and this will give an important opportunity for the county and city to work together on CDBG, EDA, CTEP projects etc., that benefit all citizens. He stated there is some confusion on the incorporated areas and would like to see better lines of jurisdiction.

Commissioner Chilcott thanked everyone for coming. He stated he is concerned by extended municipal zonings. While he feels there can be some benefits, there are some concerns by the citizens. He would like to see some larger landowners identified as they will have some concerns. He feels if they are involved in the process up front it will help the process move along and offer good will. He would also like to see the issues of opposition identified so a clear and consistent message can be given to the citizens. We also need to recognize the demographic diversity from one end of the county to the other. As a fiscal conservative, there is a lot of money being spent. He would like the municipalities to consider these positive impacts, and benefits and would like to see some financial support for these efforts.

Commissioner Rokosch also thanked everyone for their presence and participation. He thanked Jim Owens of the Brainerd Foundation for making this possible. He also noted in order to obtain full cooperation and participation with the public, it will be important to have the experience of Clarion and PPRI. He hopes they find the balance necessary to provide economic viability and maintain the Bitterroot the way it is now. He stated there are some unincorporated areas such as Florence, Corvallis and Victor and this process needs a handle on their vision and what their needs are. He stated it is important for the county to understand what the annexation plans are with the municipalities as they need to be meshed with the county's zoning plans. He stated within this process they need to provide adequate infrastructure and fund it also. He stated the county invests in the infrastructure, and then the cities annex those properties and obtain the economic gain. He stated they need to work out how that makes sense. He stated they have a great opportunity to solve some of these issues and it is important for all jurisdictions to work together.

Chris stated one thing is sure, he is consistently hearing the jurisdictions want to know what can and cannot be done within the law. He suggested a plain text memo be written by the County Attorney and Planning Office explaining the law and the facts about what municipalities can and cannot do.

Mayor Randazzo agreed they need the legal interpretation particularly when it comes to zoning which is a regulator for the City. She stated while she wants to do the right thing, she wants to know 'how to do the right thing'. She stated the City of Hamilton needs some technical expertise on these issues. Chris stated Clarion can bring some examples of other counties and cities that are involved in a joint plan around the towns. Joint regulations can also be approved by both jurisdictions. Mayor Randazzo also noted she would like to see some examples of local agreements between cities and counties. She would also like to understand the structural mechanism of how these agreements work. She noted it is important to keep in mind the water and sewer issues.

Commissioner Rokosch stated municipalities have the ability to annex county properties, giving an example of a subdivision that was approved by the county, yet the city review did not parallel the county's review. He stated it is important to work on some zoning capability within the zoning issue.

Matt suggested the county and city meet on a regular basis so the communication and dialogue can continue as the project unfolds. Rocky, Ben and Mayor Randazzo concurred.

Planning Board Member Lee Kierig stated the primary pressure for annexation is from the developers who want to hook into the sewer system. In order to protect our water resources, what ideas can they bring forward in the zoning process to locate future water and sewer facilities? He also noted they need to look at the overall density of the valley.

Clarion and PPRI then gave an update on the project process itself. Present at this meeting were members of the Planning Board and CPC members as well as Planner Shaun Morrell and Planning Director Karen Hughes.

Shaun stated they have been getting the CPC prepped for the workshops and their ability to understand the mapping. Matt stated tomorrow's public workshop is a kick off to this zoning process for the public. On February 6th and 7th they will have two separate workshops in the evening. Those workshops will also review the mapping process.

Karen stated the results of the land suitability analysis are in. They are available for public review. Brian of DTM Consulting was present and available for any questions on those results. This is one piece of the puzzle to give land suitability for development.

Chris stated this document is important as it will be integral to the regulations. They would like to have some comment from the Commissioners on this land suitability analysis. There will be other tools needed to supplement the regulations that will be put into place. In order to have an effective growth management plan, the Commissioners must look beyond the regulations; to such things as the TDR's, Open Lands etc. Chris stated they will visit with the County Attorney about the 'simple memo' in plain English that will address the annexation issues between jurisdictions.

Chris stated at one point the Commissioners will need to give direction to Clarion so they know they are going down the right path. Matt stated they will also work on a public communications plan which is necessary to the process. He stated they can do all they can to communicate what is happening to the people, but there is always someone who shows up at the eleventh hour to say they did not know what was happening.

Planning Board Member and Land Use Suitability Subcommittee Member Ben Hillicoss agreed with 95 % of the diagnosis of the Draft Regulations. He stated it is important to go through this diagnosis piece by piece to make sure it all fits. Chris stated this diagnosis allows them to start somewhere. He also stated the Planning Board Members need to come to consensus on their comments so the specific issues can be addressed. Ben stated in the CPC meetings, they went through these draft regulations with certain landowners. They received many comments and talked for many hours. Zoning was not the first option by the land owners but in the end there was consensus.

Les Rutledge stated the tabular presentation of the draft allows streamlining. He also addressed the agricultural community that is rapidly growing with 5-20 acres. Tomorrow there is a meeting of the organization of the co-op groups that facilitate the 'farm to market'. Les stated this is an important element to the community. Many of the producers raise products that are sold locally. He asked where this issue belongs in the document.

Chris stated one issue is to address the size of the agricultural land. There is incredible diversity in the county from dense residential to areas where we could get lost with 'fly fishing'.

Ben also stated the apple orchard concepts are unique as they produce large tracts of land and are non-conforming uses. One such property of 20 acre parcels was just sold as one tract of 5,000 acres.

Commissioner Driscoll stated one concern is that many people see the current bare ground as continued bare ground. She stated she always explains to people the land is a subdivision ready to 'pop out'.

Lee Kierig stated that goes to getting people 'up to speed' on the process. He stated they need to make sure everyone knows so no one at the eleventh hour says they 'did not know'. They had this same thing happen in the growth policy.

CPC Member Keith Kubista of Stevensville asked if some illustrations could be given rather than a 55 page document that people will not read. Chris stated they will put power point presentations and illustrations together at tomorrows meeting.

Les also addressed the non-conformity of land noting the problems of trailer establishments that are far beyond the legal definition of acceptable trailers. He sees where other jurisdictions allowed them to exist for 6-10 years and then they are out.

Since these are private property rights issues, they need to be addressed from a legal standpoint.

Shaun also asked when the second round of regulations come out, will they reflect what previous comments have been made. Chris stated it is difficult to address them all, but they can have a footnote that addresses these previous concerns and questions.

There was some discussion of how the information is collected, processed and addressed. Due to the time element, it was noted not every comment can be addressed, but both Chris and Matt agreed the general issues and concerns will be addressed.

Glenda brought up the visual need for a map, the history of zoning in Ravalli County, and the fact that most people will not read a 54 page document. She stated people do not even read a three paragraph Minority Opinion in regard to certain voting issues, so it is foolish to think they are going to read and understand a 54 page document. She stated it is absolutely necessary to get present maps so people (the residents) can see what is happening to their land and the land in their community. Otherwise they will not become involved and at the eleventh hour a red flag will come up by a small group bent on stopping the process and 'all of this will be all for naught'.

Commissioner Driscoll asked how they will deal with those people who don't want zoning. Chris stated in the end the Commissioners will make that final vote. He stated the Commissioners are doing their best to engage the public, but people participate in democracy by a petition or at the polls next time around. Chris stated zoning should allow people a reasonable use of their property.

Lee stated people say no to things they don't understand. He stated it is important to address personal property rights along with the enhancement of property and their values.

Planning Board Member Chip Pigman asked if everyone is working on this issue under the six criteria of the subdivision process. He stated many of the meetings are emotionally based and not based on the six criteria which is how they must base their actions. Chris stated they must put the criteria which is state based legislative requirements at the top of the reason for the zoning. Chris also noted having zoning in place will not make you rely on the six criteria. George Corn stated subdivisions have been controversial and emotional because there is no zoning in place. Subdivisions are usually attempts at zoning.

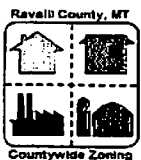
Ben Hillicoss stated people do not want more government and more bureaucracy so people need to understand what the cost to them is. Chris stated with zoning, the costs should go down.

Ravalli County Baseline Zoning — Project Schedule

Done?	December	
✓	10th	Contract signed with Clarion
January		
✓	11th	Clarion submits their evaluation of Zoning Regulations Draft A to CPCs and public for their review and comment
		<p>CPCs and Planning Department publicize opportunity to be involved in developing maps.</p> <p>CPCs, agencies, organizations, interest groups and individuals have approximately 7 weeks (or 3-4 regularly scheduled CPC meetings) to formulate and submit comments on both the draft regulations and Clarion's diagnosis of the draft regulations.</p> <p>CPCs and Planning Department publicize the zoning project and encourage people to attend the January 26th workshop and the mapping workshops in February.</p>
	_____ (Late-month)	GIS Consulting team completes preliminary Land Suitability Analysis
	26th	Public Workshop # 1 (one-day): Overview of zoning and the mapping process (Preliminary GIS Land Suitability Analysis is presented as part of this workshop)
		CPCs and Planning Department publicize zoning project and encourage people to attend Public Workshop(s) #2 (mapping).
February		
	6th and 7th	Public Workshop(s) #2: Kick-start values mapping process (final Land Suitability Analysis is utilized as part of this workshop)
		<p>CPCs have approximately 5 1/2 weeks (approximately 3 regularly scheduled CPC meetings) to formulate values maps. During this 5 1/2 week period, CPCs will need to spend time doing outreach to encourage community members to be involved, developing the maps, taking draft maps out to the community to get feedback, etc.</p> <p>CPCs that have not already turned in comments on the Draft A Zoning Regulations will likely also need to spend some time on that project as well.</p>
	_____ (Late-month)	Clarion submits zoning tools memo - evaluation of other tools - for distribution and comment
		<p>CPCs and Planning Department publicize opportunity to provide comment on zoning tools memo.</p> <p>CPCs, agencies, organizations, interest groups and others have approximately 3-4 weeks (1-2 regularly scheduled CPC meetings) to provide comments.</p> <p>CPCs also start outreach to encourage attendance at Public Workshop #3 (review of comments on the regulations and Clarion's diagnosis).</p>
	29th	Deadline: CPCs and others submit comments on Draft A Zoning Regulations/diagnosis

March		
	(Mid-month)	Public Workshop #3: Review comments on Draft A Zoning Regulations and Clarion's diagnosis of Draft A
		CPCs and Planning Department publicize Public Workshop #4 (presentation of revised regulations and first draft of Zoning Maps)
	14th (Mid-month)	<i>Deadline: CPCs submit values maps to Clarion for conversion into Draft 1 Zoning Maps</i>
April		
	(Early in month)	Clarion submits Draft 1 Zoning Map and Draft B Zoning Regulations to County; distributed to CPCs and others for review and comment. Draft 1 Zoning Map will be available to CPCs for brief feedback prior to distribution.
		CPCs and Planning Department publicize opportunity to comment on Draft B Zoning Regulations and Draft 1 Zoning Maps. CPCs, agencies, organizations, interest groups and individuals have approximately 4-6 weeks (2-3 regularly scheduled CPC meetings) to formulate and submit comments on both the Draft B Zoning Regulations and Draft 1 Zoning Maps. CPCs continue to publicize Public Workshop #4.
	(Late-month)	Public Workshop # 4: Present, explain, and discuss Draft B Zoning Regulations and Draft 1 Zoning Maps
May		
	(Mid-month)	<i>Deadline: CPCs and others submit comments to Clarion and others on Draft B Zoning Regulations and Draft 1 Zoning Maps</i>
		CPCs and Planning Department publicize Public Workshop #5 (final informal presentation Draft C Zoning Regulations and Draft 2 Zoning Maps).
June		
	(Early in month)	Clarion publishes Draft C Zoning Regulations and Draft 2 Zoning Maps
		CPCs and Planning Department publicize availability of Draft C Zoning Regulations and Draft 2 Zoning Maps and deadline for comments. CPCs, agencies, organizations, interest groups and individuals have approximately 2-3 weeks (1-2 regularly scheduled CPC meetings) to formulate and submit comments on both the Draft C Zoning Regulations and Draft 2 Zoning Maps.
	(Mid-month)	Public Workshop #5: Presentation of Draft C Zoning Regulations and Draft 2 Zoning Map (final informal presentation)
July		
	(Early in month)	Planning Board Public Hearing Draft of Zoning Regulations and Map available to the public
		CPCs and Planning Department publicize Planning Board public hearings. CPCs, agencies, organizations, interest groups and individuals have approximately 2-3 weeks (1-2 regularly scheduled CPC meetings) to formulate and submit comments on both the Planning Board public hearing drafts of the Zoning Regulations and the Zoning Maps. Additional comment time may be provided on any changes recommended by the Planning Board.

		<i>Deadline: Prior to the close of the public hearing, CPCs and others submit comments to the Planning Board regarding the Zoning Regulations and Zoning Map</i>
	(Mid-month)	Convene Planning Board Public Hearing
August		
	(Early in month)	BCC Public Hearing Zoning Regulations and Map available to the public
		CPCs and Planning Department publicize BCC public hearings. CPCs, agencies, organizations, interest groups and individuals have approximately 2-3 weeks (1-2 regularly scheduled CPC meetings) to formulate and submit comments on both the BCC public hearing drafts of the zoning regulations and the Zoning Maps. Additional comment time may be provided on any changes proposed by the Commissioners.
		<i>Deadline: Prior to the close of the public hearing, CPCs and others submit comments to the BCC regarding the zoning regulations and map</i>
	(Mid-month)	Convene BCC Public Hearing
September		
		BCC develops final Zoning Regulations and Map based on public comment - seeks advice of CPCs and others as applicable and as time allows
		CPCs, agencies, organizations, interest groups and individuals provide comments - at a minimum two week comment periods are typical
		<i>Deadline: Comment regarding final version must be received prior to BCC adoption of Resolution of Intent</i>
	(Mid-month)	BCC adopts Resolution of Intent to Adopt Zoning Regulations and Map
	(Mid-month)	Legal notice of adoption of Resolution of Intent and protest period is published and protest period (30 days) begins
October		
	(Mid-month)	Protest period ends (<i>Deadline for protest</i>)
November		
	(Early in month, Prior to Nov. 7)	BCC adopts Resolution to Adopt Zoning Regulations and Map



As dates for deadlines, workshops, etc. are solidified they will be provided online, at meetings and via email. They can then be written in.

Shaded areas represent CPC activities and other events anticipated to take place between the major workshops, deadlines, and other milestones.

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